

# Westchester County Camp Operator Workshop



# COMMUNICABLE DISEASE CONTROL

---

Ada Huang, MD  
Deputy Commissioner, Division of Disease Control  
Westchester County Department of Health

April 18, 2018

# Communicable Diseases

## WCDH website - Camp Operator Page

- Preventing outbreaks of communicable disease protects the health of campers and staff and prevents disruption of camp operations
- Increase in vaccine preventable diseases/outbreaks associated with children's summer camps in past several years.
- Norovirus, Tick Borne Diseases, Rabies

# Communicable Disease-Reporting

## 2018 NYSDOH Children's Camp Operator Letter WCDH website

- **Immediate reporting** of suspected vaccine preventable (and other reportable) diseases to WCDH can prevent outbreaks
  - (914) 813-5159 [Monday to Friday 8:30am to 4:30pm]
  - (914) 813-5000 [After Hours & Weekend]
  - (914) 813- 5182 [Fax]
- Reporting required under NYS Public Health Law
- Reporting required within 24 hours to local health department under subpart 7-2 NYSSC
- WCDH will work with camps to quickly establish diagnosis and prevent further spread
- Staff training – include symptoms of vaccine preventable diseases and immediate notification of the camp director

# Vaccine Preventable Diseases

## 2018 NYSDOH Children's Camp Operator Letter WCDH website

- **Vaccinations are recommended for all staff and attendees**
- **Immunization records and a detailed list of staff and campers who are NOT fully immunized should be on file**
- NYSDOH and WCDH strongly recommend all staff and attendees be vaccinated as per age appropriate ACIP Guidelines which are available for your reference at <http://www.cdc.gov/vaccines/schedules/>.
- NYS Children's Camp code does not include vaccination requirements for staff or attendees but camps may choose to require vaccinations.

# Vaccine Recommendations

Campers  
(Age Appropriate)

Camps are required to have immunization records on file and updated annually for every camper

- Diphtheria/tetanus/pertussis
- Measles/mumps/rubella
- Varicella (Chickenpox)
- Hepatitis A & B
- Haemophilus influenza, type b
- Pneumococcal
- Polio
- Meningococcal\*

# Vaccine Recommendations

## Staff

(Age Appropriate)

Camps should have current immunization records on file

### Note:

Staff hired from abroad may not have as complete immunizations as those from the U.S.

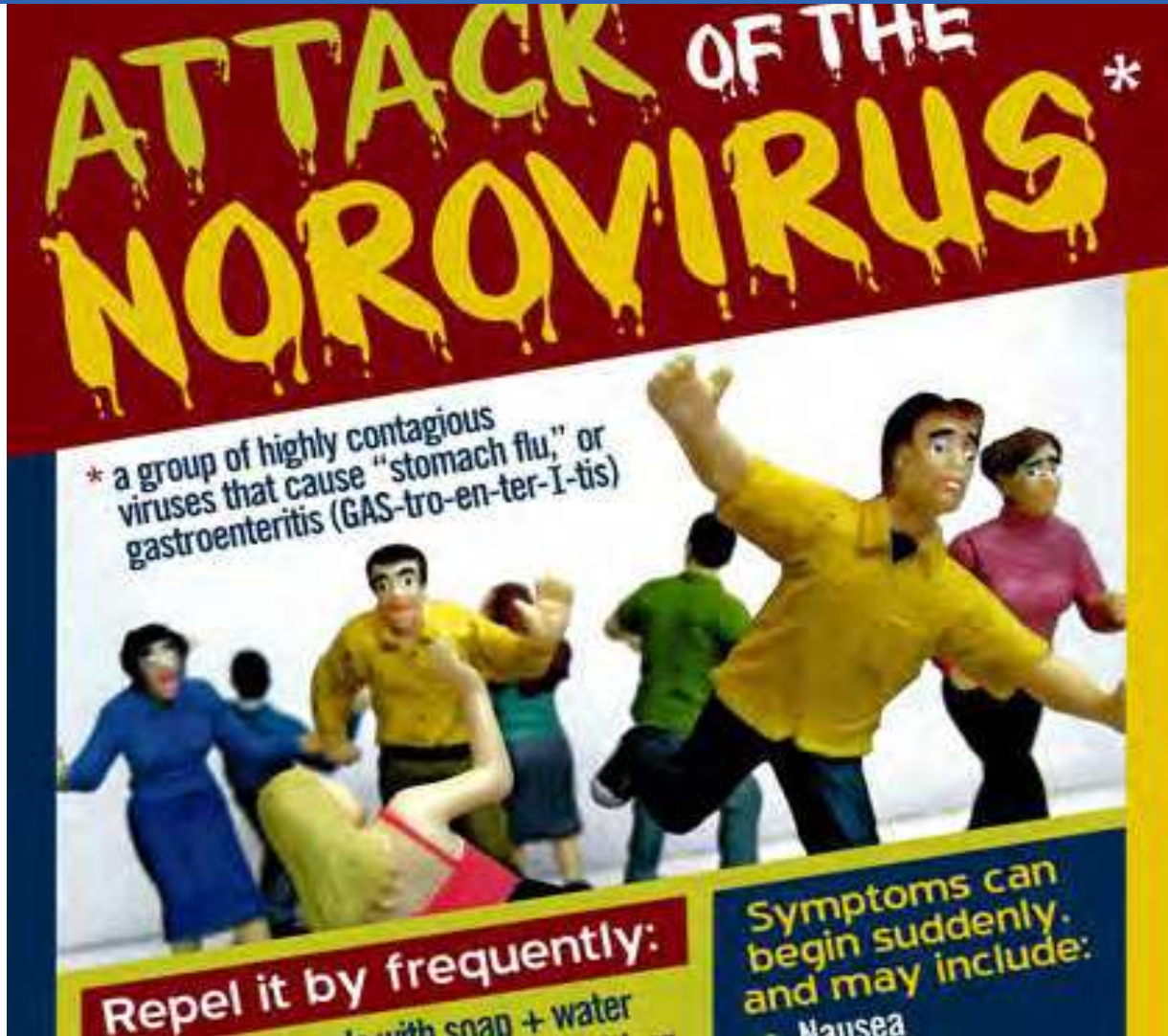
- Tetanus/diphtheria (Td) or tetanus/diphtheria/pertussis (Tdap)
- Measles/mumps/rubella
- Varicella (Chickenpox)
- Hepatitis B (lifeguards, healthcare workers)
- Meningococcal\*

# VECTOR Borne Diseases

- Ticks transmit diseases such as Lyme, Anaplasmosis, Ehrlichiosis and Babesiosis - all of which are present in Westchester County
- Prevention of tick bites includes daily tick checks, wearing long sleeves/long pants
- Mosquitoes transmit infections such as West Nile and Zika
- Prevent mosquito breeding by emptying any containers that collect standing water

# ZOOZOTIC DISEASES/ RABIES

- Diseases can be transmitted to humans by animals
- Rabies – WCDH Camp Operators website
  - Inspections/Bat proofing
  - Avoid exposures
  - Capture the bat!
  - Notify WCDH!
- Proper hand washing before eating, after using bathroom facilities and after handling animals is an important safeguard
- Proper hand washing facilities must be readily accessible to area where animal contact occurs to ensure effectiveness



# WHAT IS NOROVIRUS?

- The stomach bug! A group of highly contagious viruses that cause severe stomach upset, vomiting and diarrhea
- Can lead to severe dehydration, especially among seniors, people with other illnesses and young children



# QUICK FACTS

## The **NOROVIRUS**

### Each Year in the U.S.

**1/15** Americans contract the Norovirus

**70,000+** Americans are hospitalized

**800** Americans die

# HOW DOES NOROVIRUS SPREAD?

- An infected person who doesn't wash hands properly after vomiting or using the toilet comes in contact with others
- Norovirus can live on objects and surfaces for days or weeks waiting to strike
- There's no vaccine or treatment, so prevention is paramount



# PREVENTION

# 1 - Washing hands correctly is the best way to prevent the spread of disease

# 2 - Stay home when you're sick

# SKIN INFECTIONS

**MRSA** is a skin infection caused by a common skin bacteria called “staph.” Some staph infections have become resistant to some antibiotics.

Skin infections can be prevented by:

- Regular hand washing
- Covering minor scrapes and cuts with a clean bandage
- Avoiding the sharing of personal items - towels, washcloths
- Having anyone with a skin infection evaluated by medical staff
- Proper use of gloves and bandage disposal by those caring for a skin infection

**•There is no need to exclude anyone with a minor skin infection from general activity.**

# Mental Health and Adolescents:

Paula Santa-Donato, LCSW  
Director of Youth Services  
WJCS

Unfortunately, due to the proprietary nature of the materials, WCDOH is unable to provide the slides from this presentation. For information on this topic:

<https://www.mentalhealthfirstaid.org/take-a-course/course-types/youth/>

WJCS offers training and can arrange if sufficient people are interested

**SUICIDE HOTLINE**

**1-800-272-8255 (TALK)**

**NATIONAL HELPLINE**

**1-800-662-4357 (HELP)**

# Children's Camp Incidents in New York State

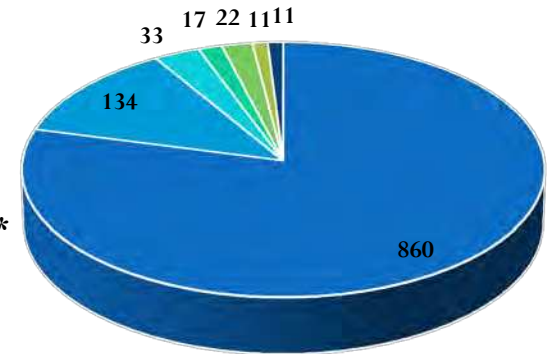
## 2015 Summary

\*Source: Local and State District Office, Health Department Incident Reporting through NYSDOH Environmental Health Inspection and Permitting System

# Reportable Incidents - 2015

- 2,529 Regulated NYS Children's Camps in 2015.
- It's estimated that over 900,000 children attend camp in NYS each year.
- 1,088 total reported incidents in 2015 (1,414 Victims)
- Less than 0.2% of campers experienced an injury or illness while attending camp in 2015.

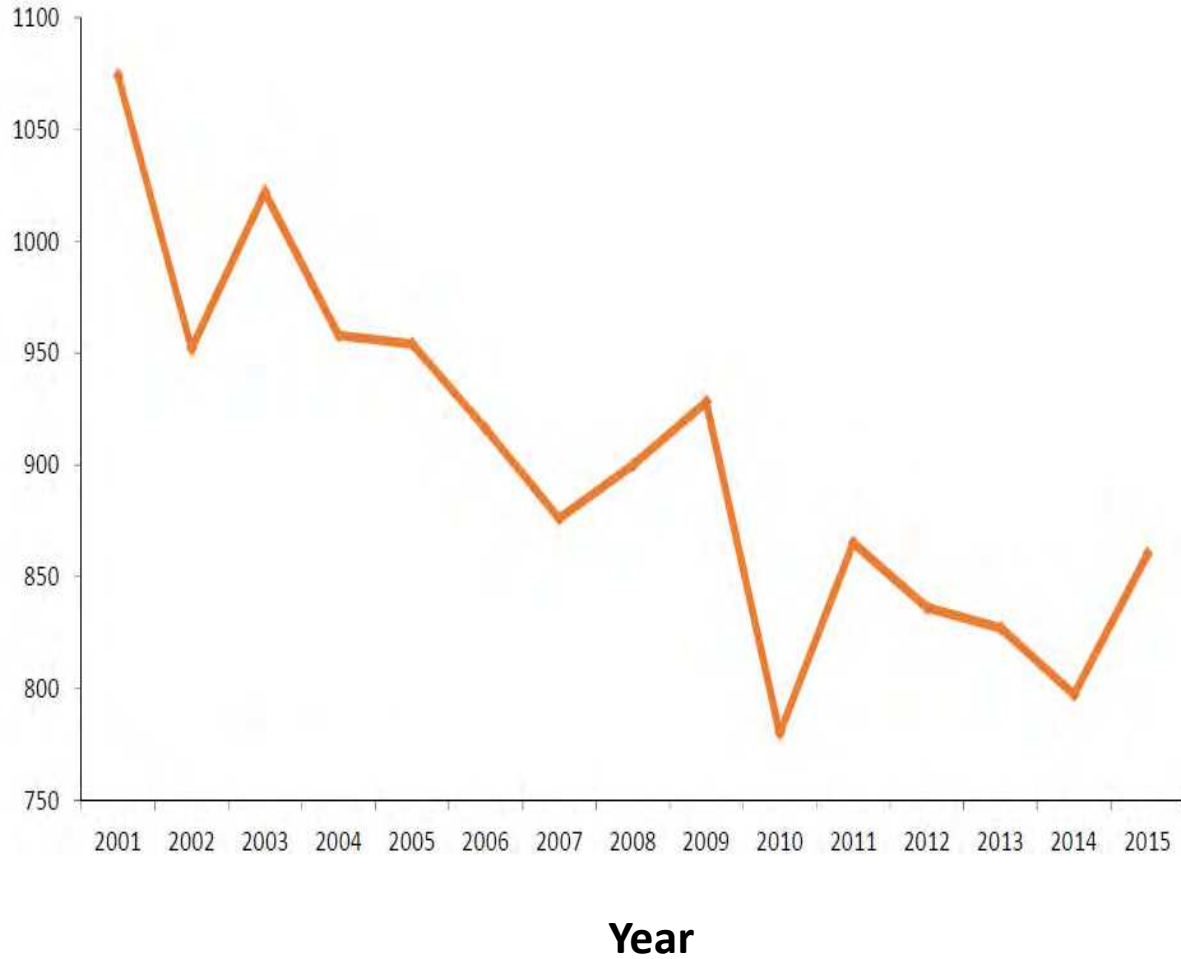
- Injuries
- Individual Illnesses
- Outbreak Illness Incidents
- Justice Center Reportable Incidents\*
- Epinephrine Administrations
- Potential Rabies Exposure
- Allegations of Physical and Sexual Abuse



\* Justice Center Reportable Incidents may be reported in multiple categories

# Reportable Incident Trends 2001-2015

**Number of Incidents**



# Reportable Incidents - Campers/Staff

## Campers

- Death or Resuscitation (i.e., use of CPR).
- Admission to a Hospital.
- Illnesses suspected from water, food, air-borne, or spread by contact.
- Bone fractures or dislocations.
- Lacerations that require sutures, staples, or medical glue.
- Referrals for eye, head, neck, or spine injuries.
- 2<sup>nd</sup> or 3<sup>rd</sup> degree burns to 5% or more of the body.
- Administration of Epinephrine.
- Exposure to an animal potentially infected with rabies.
- Allegations of physical or sexual abuse.

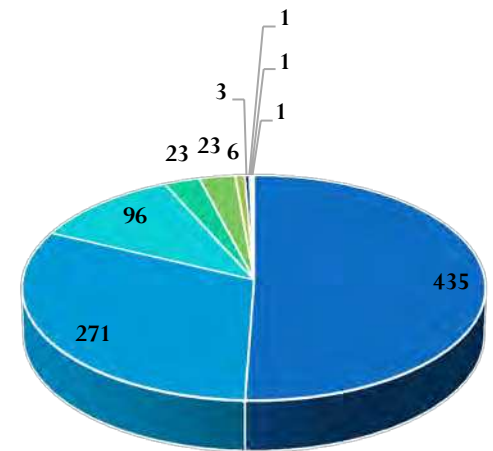
## Staff

- Death or Resuscitation (i.e., use of CPR).
- Admission to a Hospital.
- Illnesses suspected from water, food, air-borne, or spread by contact.
- Administration of Epinephrine.
- Exposure to an animal potentially infected with rabies.

# Reportable Injuries 2015

- 860 Reportable Camper and Staff Injuries in 2015.
- 8% Increase Compared to 2014.
- 5% Decrease Compared to the 15 Year Average.
- Includes 1 Fatality and 1 Non-Fatal Drowning.

- Fracture
- Cut/Puncture\*
- Concussion
- Dislocation
- Other
- Back or Neck Strain/Sprain
- Burn
- Non-Fatal Drowning
- Bite
- Unknown

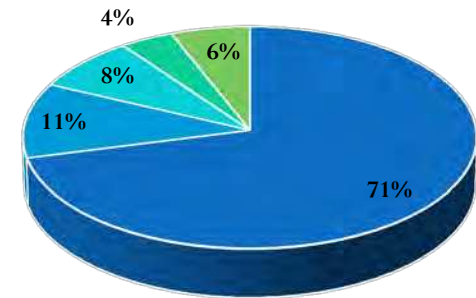


\*Lacerations which require sutures, staples, or medical glue

# Injuries by Activity Type - 2015

- Physical activities include:  
Organized Sports & Games,  
Playground Equipment Activity,  
Roller skating/Rollerblading,  
Challenge Courses, etc.
- Passive Activities include:  
Transportation Between Activities,  
Free Periods, Classroom  
Instruction, Eating, etc.
- Aquatics includes: Swimming &  
Diving, Aquatic Theme Parks, and  
Boating/Canoeing
- Arts & Crafts includes:  
Woodworking/Wood Carving  
Activities

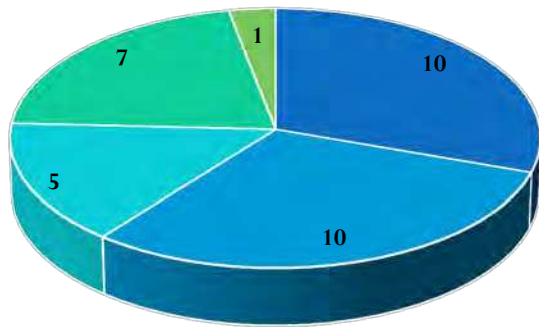
- Physical Activity
- Passive Activity
- Aquatics
- Arts & Crafts
- Other



# Reportable Illness Outbreaks - 2015

## Outbreaks

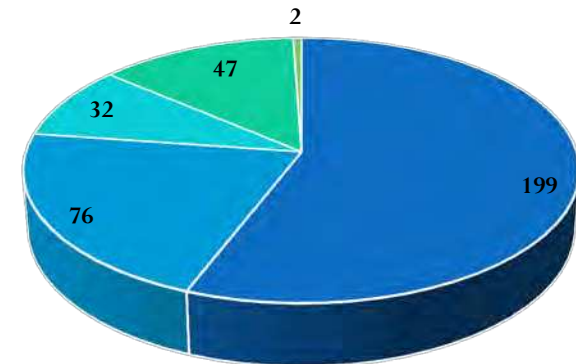
- 33 Reported in 2015



- Gastrointestinal (E.Coli, Norovirus, & GI of Unknown Etiology)
- Respiratory Infection (Strep Throat & Respiratory of Unknown Etiology)
- Conjunctivitis (Pink Eye)
- Head Lice
- Viral Meningitis

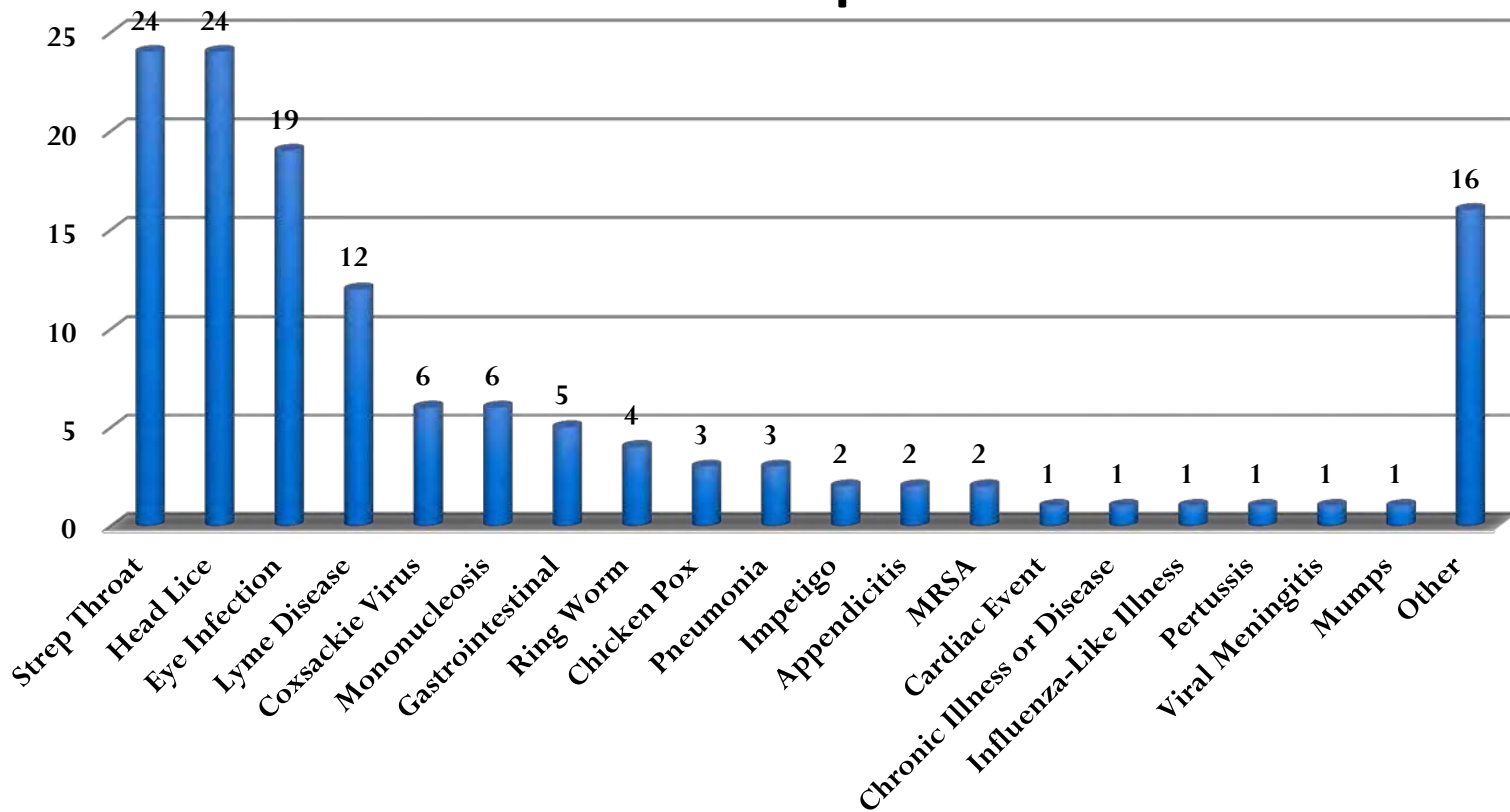
## Outbreak Victims

- 356 Individuals Ill in Outbreaks in 2015



# Reportable Individual Illnesses 2019

- **134 Total Individual Illnesses Reported**

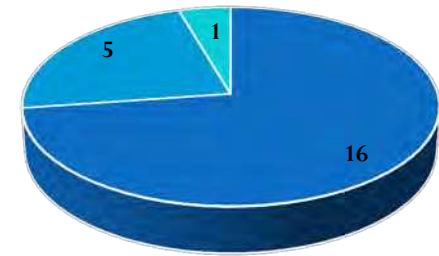


# Epinephrine Administration - 2015

- 22 incidents in which Epinephrine was administered in 2015.
- 13 incidents were at camps participating in the Epinephrine Auto-Injector Program.
- Approximately 245 Camps Participated in the Epinephrine Auto-Injector Program in 2015.

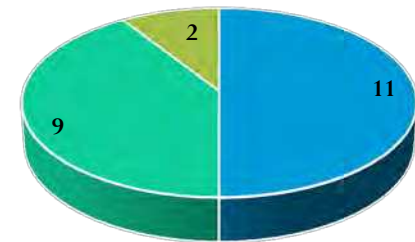
## Reason for Epinephrine Administration

- Food Allergies
- Bee Stings
- Unknown Allergen



## Epi-Pen Provider

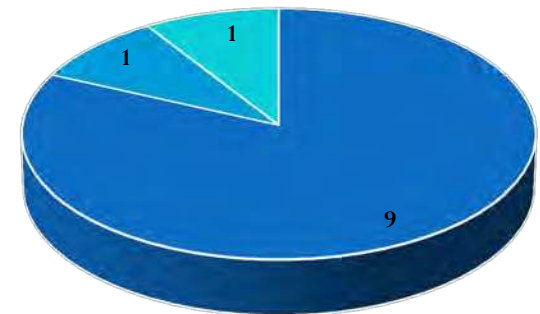
- Camp's Supply
- Patient's Supply
- EMS or Hospital



## Rabies Exposures 2018

- 9 reported bat-exposure incidents resulting in 31 potential camper & staff rabies exposures.
- Bats were not captured in 6 incidents resulting in 26 individuals recommended for Rabies Post Exposure Prophylaxis (PEP) – 18 received PEP, 8 refused treatment.
- Bats captured in 3 incidents & tested negative, PEP avoided for 5 individuals.
- For dog and horse bite incidents, 10 day observation of the animals ruled out rabies, PEP avoided.

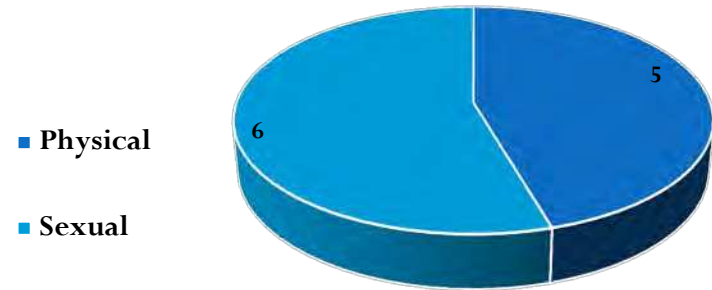
- Bat Exposure
- Dog Bite
- Horse Bite



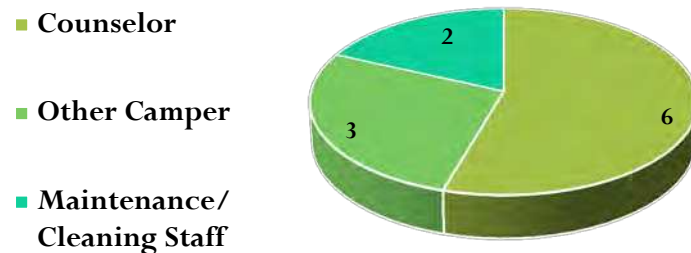
# Abuse Allegations 2019

- Abuse allegations are investigated by law enforcement when there may be a Violation of Penal Law.
- The local Health Department investigates all allegations to determine if the camp complied with supervision, staffing, and other policies and procedures required by Subpart 7-2 of the NY State Sanitary Code.

## Alleged Abuse Type



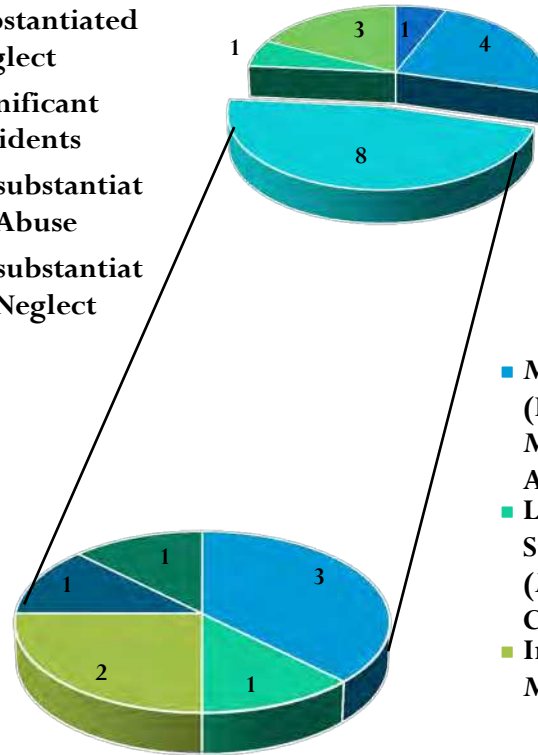
## Alleged Abuse Perpetrator



# Justice Center Reportable Incidents - 2019

- 17 incidents at camps for Children with Developmental Disabilities reported to the Justice Center for the Protection of People with Special Needs.
- 9 incidents classified as alleged abuse or neglect and were investigated by the Justice Center, 5 of these 9 incidents were found to be substantiated.
- 8 incidents classified as significant incidents and were investigated by the Local Health Department for Compliance with Subpart 7-2 of the NY State Sanitary Code.

- Substantiated Abuse
- Substantiated Neglect
- Significant Incidents
- Unsubstantiated Abuse
- Unsubstantiated Neglect



- Minor Injury (Requiring More Than 1st Aid)
- Lack of Proper Supervision (Missing Camper)
- Inappropriate Medical Care
- Inappropriate Camper-to-Camper Contact

# & Inspection Reviews



Peter DeLucia, Assistant Commissioner,  
Bureau of Public Health Protection,  
Westchester County Department of Health

# Children's Camp Inspection Report

- Inspection reports are broken down into two sections, red item violations and blue item violations.
- **Red item violations which are public health hazards.**
  - These violations are considered an imminent health hazard and require immediate corrective action.
- **Blue item violations which are not an imminent health hazard but require correction as soon as possible.**

PUBLIC HEALTH HAZARDS		POTABLE WATER		RECREATIONAL SAFETY	
<input type="radio"/>	Supervision - Staff Qualifications, Ratios, Children Protected from Unreasonable Risk, Visual/Verbal Communication Provided	<input type="radio"/>	Sources Properly Developed and Protected	<input type="radio"/>	Special Waterford Activities - Lifejackets Used, Supervision, Safety Plan, Boots Registered
<input type="radio"/>	Safety Plan Implementation	<input type="radio"/>	Treatment - Adequate, Maintained, Cl Residual ppm	<input type="radio"/>	Rifery - Qualified Instructor, Camper Age, Supervision, Range/Location, Firing and Ready Lines, Backstop, Signs, Flags, Rifle/Equipment Maintenance and Storage
<input type="radio"/>	Water Supply - Approved Source, Adequate Protection, Treatment, Quality, Quantity	<input type="radio"/>	Adequate Water Quantity and Pressure	<input type="radio"/>	Archery - Range Location, Marked Clearances, Firing and Ready Lines, Equipment Storage, Camper Supervision and Staff Training
<input type="radio"/>	Sewage System - No Children or Food Exposure, Water Supply or Bathing Beach Contamination	<input type="radio"/>	Free of Apparent Cross Connections, Drinking Fountains	<input type="radio"/>	Horseback Riding - Headgear, Stumps/Obes, Supervision, Skill Assessment, Animals/Disease Free, Compliance with DEC, AAM, Lines
<input type="radio"/>	Safety Plan Medical Requirements Supervised by Health Director, Developmentally Disabled Camper Medication Administered by Qualified Staff	<input type="radio"/>	Modifications/Additions Approved	<input type="radio"/>	Equipment - Personal Weapons Restricted, Equipment Hazard Free, Activities Handicapped Accessible
<input type="radio"/>	Transportation - Truck and Trailer Bed Transportation Prohibited, Counselor Supervision in Vehicles	<input type="radio"/>	Operation Records Maintained and Submitted	<input type="radio"/>	On-site Activities - Activity Leader, First Aid, CPR, Counselor Ratios, Pledge Activities
<input type="radio"/>	Swimming - Adequate Supervision, Approved Locations, Safety Equipment, Depth Markings, Diving, Buddy System and Board System, Non-Swimmer Depth Restriction	<input type="radio"/>	Annual Start-Up Procedure Completed	<input type="radio"/>	Camp Trips - Trip Leader, First Aid, CPR, Counselor Ratios, Safety Plan Review
<input type="radio"/>	Incidental Water Immersion - Trip Leader, Safe Depth and Flow Conditions, Procedures Specified, Area Tented	<input type="radio"/>	Water Quality, Monitoring Performed	<input type="radio"/>	Incidental Water Immersion - Safety plan, Water Depth Restriction, Trip/Activity Leader Familiar with Water Flow Characteristics
<input type="radio"/>	Waterford/Boating - Personal Flotation Device Usage	<b>MEDICAL</b>		<b>CONSTRUCTION, ELECTRICAL &amp; FIRE SAFETY</b>	
<input type="radio"/>	Rifery/Archery - Adequate Range/Supervision	<input type="radio"/>	Health Personnel - Qualified Health Director, First Aid and CPR Certified Staff, Ratios Met	<input type="radio"/>	Construction - State and Local Laws Compliance Statement, Permit Acquiring Official Notification
<input type="radio"/>	Horseback Riding - Adequate Equipment/Supervision	<input type="radio"/>	Camper Medical History Provided, Medical Log Maintained, Injuries/Illness Reported, Emergency Contact Information, Modified Diets, Restrictions	<input type="radio"/>	Building Standards - Electrical Safety, Tents, Flame Retardant
<input type="radio"/>	Fire Safety - No Overcrowding, Exits, Alarm Systems and Fire Fighting Equipment Provided and Maintained	<input type="radio"/>	Infirmary/Holding Area Provided, Medical Supplies	<input type="radio"/>	Fire/Smoke Alarm System - Equipment Installed and Maintained, Fire Drills and Log
<input type="radio"/>	Adequate Installation of Heat Producing Equipment, Storage of Flammable and Toxic Substances	<b>HOUSING</b>		<input type="radio"/>	Exits - Unobstructed, Protected, Number, Dead Ends, Assembly Areas, Fires Reported
<input type="radio"/>	Other Violations Deemed a Public Health Hazard by the Permit Issuing Official	<input type="radio"/>	Maintenance - Safe, Adequate Size, Cleanable, Watertight, Roof and Sides, Lighting, Ventilation, Winter Building Heated	<input type="radio"/>	Exit Direction Signs, Emergency Lighting
<b>ADMINISTRATION/SUPERVISION</b>		<input type="radio"/>	Mattresses and Linen (When Provided) Clean and Good Condition, Clearance Above Bed, Between Heads of Beds, Bunk Beds, Two Levels, Adequate Guardrails	<input type="radio"/>	Heating Sources - Installed, Maintained
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-in-Training, Staff Training Provided, Documented, Individual Disabled Camper Needs	<input type="radio"/>	Floor Area, Overcrowding, Supervision, Wall and Ceiling Height, Non-Ambulatory Camper Housing - Adequate Ramps, Ground Floor Only	<input type="radio"/>	Flammable Liquids - Labeled, Stored
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability Systems	<b>SWIMMING</b>		<input type="radio"/>	Fire Fighting Equipment - Accessible, Provided, Inspected, Placement, Maintained
<input type="radio"/>	Personnel Records, Resumes on File, Communicable Disease Carrier, Criminal Justice Service Check	<input type="radio"/>	For Inspector of On-site Public Water Systems, Complete DOH-4234 and Boxes 24, 25 and 30. For Individual On-site Water System Inspections, Complete the Entire Section, DOH-4234 Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>FOOD</b>	
<input type="radio"/>	Valid Permit, Application, Enrollment Statement/Brochure	<input type="radio"/>	Aquatic Director, Lifeguards, Progressive Swimming Instructor, Counselor Qualified, Ratio, Duties	<input type="radio"/>	For Inspector of On-site Food Services, Complete DOH-192, DOH-192 Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	<input type="radio"/>	Approved Locations, Controlled Access, Lighting	<input type="radio"/>	Food Quality/Quantity Sufficient
<b>SEWAGE</b>		<input type="radio"/>	Buddy System/Checks, Board/Other System, Swim Ability Assessment, Trip/Leader, Lost Swimmer Plan	<b>GENERAL</b>	
<input type="radio"/>	Facilities Provided, Maintained, No Sewage on Ground, Modifications/Additions Approved	<input type="radio"/>	Non-Swimmers Identified and Restricted to Less Than Chest Deep Water Areas Designated	<input type="radio"/>	Surface Drainage - Pesticides and Toxic Chemicals Use and Storage, Exterior Paths Appropriately Surfaced and Maintained
<b>SHOWERS, TOILETS</b>		<input type="radio"/>	Camps for Developmentally Disabled Campers-Parental Permission, Staff Ratios, Emergency Procedures/Drills	<input type="radio"/>	Insect, Rodent, and Weed Control
<input type="radio"/>	Showers-Provided, Constructed/Maintained, Plans Approved, Ratios, Water Temperature	<input type="radio"/>	Trip Swimming - Safety Plan, Accessible Location, Parental Permission, Lifeguard Ratio/Area, Buddy/Board System, Trip/Leader, Non-Swimmer Identification/Restriction	<input type="radio"/>	Ratios-Storage, Handling and Disposal, Maintained
<input type="radio"/>	Toilets, Privies, Lavatories-Provided, Constructed/Maintained, Ratios	<input type="radio"/>	Williams Swimming - Safety Plan, Parental Permission, Supervision, Environmental Conditions, Buddy/Board System, Trip/Leader, Non-Swimmer Requirements, Equipment, Rules	<input type="radio"/>	Transportation, Truck/Trailer Bed Occupancy Prohibited, Driver Inspection, Seat Belts Used, Capacity Not Exceeded, Tied, Supervision

# PUBLIC HEALTH HAZARDS

- What is a public health hazard?
  - Any condition which could be expected to be responsible for illness, physical injury or death.
- Violation item numbers, 1-14, are **red violation items** and considered public health hazards.

PUBLIC HEALTH HAZARDS		
<input type="radio"/>	Supervision - Staff Qualifications, Ratios; Children Protected from Unreasonable Risk; Visual Verbal Communication Provided	1
<input type="radio"/>	Safety Plan Implementation	2
<input type="radio"/>	Water Supply - Approved Source, Adequate Protection, Treatment, Quality, Quantity	3
<input type="radio"/>	Sewage System - No Children or Food Exposure; Water Supply or Bathing Beach Contamination	4
<input type="radio"/>	Safety Plan Medical Requirements Supervised by Health Director; Developmentally Disabled Camper Medication Administered by Qualified Staff	5
<input type="radio"/>	Transportation - Truck and Trailer Bed Transportation Prohibited; Counselor Supervision in Vehicles	6
<input type="radio"/>	Swimming - Adequate Supervision, Approved Locations, Safety Equipment, Depth Markings, Diving, Buddy System and Board System, Non-Swimmer Depth Restriction	7
<input type="radio"/>	Incidental Water Immersion - Trip Leader, Safe Depth and Flow Conditions, Procedures Specified, Area Tested	8
<input type="radio"/>	Waterfront/Boating - Personal Flotation Device Usage	9
<input type="radio"/>	Riflery/Archery - Adequate Range/Supervision	10
<input type="radio"/>	Horseback Riding - Adequate Equipment/Supervision	11
<input type="radio"/>	Fire Safety - No Overcrowding; Exits, Alarm Systems and Fire Fighting Equipment Provided and Maintained	12
<input type="radio"/>	Adequate Installation of Heat Producing Equipment; Storage of Flammable and Toxic Substances	13
<input type="radio"/>	Other Violations Deemed a Public Health Hazard by the Permit Issuing Official	14



# EXAMPLES OF PUBLIC HEALTH HAZARDS

- What types of violations could be considered a public health hazard?
  - **Inadequate supervision**  
Group of campers present in an area without any staff present.
  - **Sewage System**  
Sewage being present on the surface of the ground in an area accessible to the campers.
  - **Medical Requirements**  
On-site CPR and First Aid certified staff not provided.

PUBLIC HEALTH HAZARDS		
<input type="radio"/>	Supervision - Staff Qualifications, Ratios; Children Protected from Unreasonable Risk; Visual Verbal Communication Provided	1
<input type="radio"/>	Safety Plan Implementation	2
<input type="radio"/>	Water Supply - Approved Source, Adequate Protection, Treatment, Quality, Quantity	3
<input type="radio"/>	Sewage System - No Children or Food Exposure; Water Supply or Bathing Beach Contamination	4
<input type="radio"/>	Safety Plan Medical Requirements Supervised by Health Director; Developmentally Disabled Camper Medication Administered by Qualified Staff	5
<input type="radio"/>	Transportation - Truck and Trailer Bed Transportation Prohibited; Counselor Supervision in Vehicles	6
<input type="radio"/>	Swimming - Adequate Supervision, Approved Locations, Safety Equipment, Depth Markings, Diving, Buddy System and Board System, Non-Swimmer Depth Restriction	7
<input type="radio"/>	Incidental Water Immersion - Trip Leader, Safe Depth and Flow Conditions, Procedures Specified, Area Tested	8
<input type="radio"/>	Waterfront/Boating - Personal Flotation Device Usage	9
<input type="radio"/>	Rifery/Archery - Adequate Range/Supervision	10
<input type="radio"/>	Horseback Riding - Adequate Equipment/Supervision	11
<input type="radio"/>	Fire Safety - No Overcrowding; Exits, Alarm Systems and Fire Fighting Equipment Provided and Maintained	12
<input type="radio"/>	Adequate Installation of Heat Producing Equipment; Storage of Flammable and Toxic Substances	13
<input type="radio"/>	Other Violations Deemed a Public Health Hazard by the Permit Issuing Official	14

# EXAMPLES OF PUBLIC HEALTH HAZARDS

- Swimming:**  
 Buddy System not enforced.  
 Campers not buddied, camper's buddy's location cannot be immediately determined. Non-swimmers not restricted to water less than chest deep (exceptions listed under 7-2.11(a)). Inadequate amount of lifeguards or lifeguards not providing adequate supervision.

PUBLIC HEALTH HAZARDS		
<input type="radio"/>	Supervision - Staff Qualifications, Ratios; Children Protected from Unreasonable Risk; Visual Verbal Communication Provided	1
<input type="radio"/>	Safety Plan Implementation	2
<input type="radio"/>	Water Supply - Approved Source, Adequate Protection, Treatment, Quality, Quantity	3
<input type="radio"/>	Sewage System - No Children or Food Exposure; Water Supply or Bathing Beach Contamination	4
<input type="radio"/>	Safety Plan Medical Requirements Supervised by Health Director; Developmentally Disabled Camper Medication Administered by Qualified Staff	5
<input type="radio"/>	Transportation - Truck and Trailer Bed Transportation Prohibited; <del>Counselor Supervision in Vehicles</del>	6
<input type="radio"/>	Swimming - Adequate Supervision, Approved Locations, Safety Equipment, Depth Markings, Diving, Buddy System and Board System, Non-Swimmer Depth Restriction	7
<input type="radio"/>	Incidental Water Immersion - Trip Leader, Safe Depth and Flow Conditions, Procedures Specified, Area Tested	8
<input type="radio"/>	Waterfront/Boating - Personal Flotation Device Usage	9
<input type="radio"/>	Rifery/Archery - Adequate Range/Supervision	10
<input type="radio"/>	Horseback Riding - Adequate Equipment/Supervision	11
<input type="radio"/>	Fire Safety - No Overcrowding; Exits, Alarm Systems and Fire Fighting Equipment Provided and Maintained	12
<input type="radio"/>	Adequate Installation of Heat Producing Equipment; Storage of Flammable and Toxic Substances	13
<input type="radio"/>	Other Violations Deemed a Public Health Hazard by the Permit Issuing Official	14

# Blue Item Violations

- What is a blue item violation?
  - Non-critical violations, which if left unaddressed could escalate to a critical public health hazard (red item violation)

PUBLIC HEALTH HAZARDS		POTABLE WATER		RECREATIONAL SAFETY	
<input type="radio"/>	Supervision - Staff Qualifications, Ratios, Children Protected from Unreasonable Risk, Visual/Verbal Communication Provided	1	For inspection of On-site Public Water systems, Complete DOH-4234 and Boxes 24, 29 and 30. For Individual On-site Water System Inspections, Complete this Entire Section. DOH-4234 Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="radio"/>	Special Waterfront Activities - Lifeguards Used, Supervision, Safety Plan, Boats Registered
<input type="radio"/>	Safety Plan Implementation	2	<input type="radio"/>	Sources Properly Developed and Protected	23
<input type="radio"/>	Water Supply - Approved Source, Adequate Protection, Treatment, Quality, Quantity	3	<input type="radio"/>	Treatment - Adequate, Maintained, CI Residual ppm	24
<input type="radio"/>	Sewage System - No Children or Food Exposure, Water Supply or Bathing Beach Contamination	4	<input type="radio"/>	Adequate Water Quantity and Pressure	25
<input type="radio"/>	Safety Plan Medical Requirements Supervised by Health Director, Developmentally Disabled Camper Medication Administered by Qualified Staff	5	<input type="radio"/>	Free of Apparent Cross Connections, Drinking Fountains	26
<input type="radio"/>	Transportation - Truck and Trailer Bed Transportation Prohibited, Counselor Supervision in Vehicles	6	<input type="radio"/>	Modifications/Additions Approved	27
<input type="radio"/>	Swimming - Adequate Supervision, Approved Locations, Safety Equipment, Depth Markings, Diving, Buddy System and Board System, Non-Swimmer Depth Restriction	7	<input type="radio"/>	Operation Records Maintained and Submitted	28
<input type="radio"/>	Incidental Water Immersion - Trip Leader, Safe Depth and Flow Conditions, Procedures Specified, Area Tested	8	<input type="radio"/>	Annual Start-Up Procedure Completed	29
<input type="radio"/>	Waterfcraft/Boating - Personal Flotation Device Usage	9	<input type="radio"/>	Water Quality, Monitoring Performed	30
<input type="radio"/>	Rifery/Archery - Adequate Range/Supervision	10	<b>MEDICAL</b>		
<input type="radio"/>	Horseback Riding - Adequate Equipment/Supervision	11	<input type="radio"/>	Health Personnel - Qualified Health Director, First Aid and CPR Certified Staff, Ratios Met	31
<input type="radio"/>	Fire Safety - No Overcrowding, Exits, Alarm Systems and Fire Fighting Equipment Provided and Maintained	12	<input type="radio"/>	Camper Medical History Provided, Medical Log Maintained, Injuries/Illness Reported, Emergency Contact Information, Modified Diets, Restrictions	32
<input type="radio"/>	Adequate Installation of Heat Producing Equipment, Storage of Flammable and Toxic Substances	13	<input type="radio"/>	Infirmity/Holding Area Provided, Medical Supplies	33
<input type="radio"/>	Other Violations Deemed a Public Health Hazard by the Permit Issuing Official	14	<b>HOUSING</b>		
<b>ADMINISTRATION/SUPERVISION</b>			<input type="radio"/>	Maintenance - Safe, Adequate Size, Cleanable, Watertight, Roof and Sides; Lighting; Ventilation; Winter Building Heated	34
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-in-Training; Staff Training Provided, Documented, Individual Disabled Camper Needs	15	<input type="radio"/>	Mattresses and Linen (When Provided) Clean and Good Condition, Clearance Above Bed, Between Heads of Beds; Bunk Beds: Two Levels, Adequate Guardrails	35
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16	<input type="radio"/>	Floor Area, Overcrowding, Supervision, Wall and Ceiling Height, Non-Ambulatory Camper Housing - Adequate Ramps, Ground Floor Only	36
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier, Criminal Justice Service Check	17	<b>SWIMMING</b>		
<input type="radio"/>	Valid Permit, Application, Enrollment Statements/Brochures	18	For inspection of On-site Bathing Facilities, Complete DOH-1321 for Pools and DOH-1322 for Beaches. Additional form(s) Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="radio"/>	Aquatic Director, Lifeguards, Progressive Swimming Instructor, Counselor/Qualified, Ratio, Duties
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19	<input type="radio"/>	Approved Locations, Controlled Access, Lighting	38
<b>SEWAGE</b>			<input type="radio"/>	Buddy System/Checks, Board/Other System, Swim Ability Assessment, Triples, Lost Swimmer Plan	39
<input type="radio"/>	Facilities Provided, Maintained, No Sewage on Ground, Modifications/Additions Approved	20	<input type="radio"/>	Non-Swimmers Identified and Restricted to Less Than Chest Deep Water Areas Designated	40
<b>SHOWERS, TOILETS</b>			<input type="radio"/>	Camps for Developmentally Disabled Campers-Parental Permission, Staff Ratios, Emergency Procedures/Drills	41
<input type="radio"/>	Showers-Provided, Constructed/Maintained, Plans Approved, Ratios, Water Temperature	21	<input type="radio"/>	Trip Swimming - Safety Plan, Acceptable Location, Parental Permission, Lifeguard Ratio/Area, Buddy/Board System, Triples, Non-Swimmer Identification/Restriction	42
<input type="radio"/>	Toilets, Privies, Lavatories-Provided, Constructed/Maintained, Ratios	22	<input type="radio"/>	Wilderness Swimming - Safety Plan, Parents Permission, Supervision, Environmental Conditions, Buddy/Board System, Triples, Non-Swimmer Requirements, Equipment, Rules	43
<input type="radio"/>			<b>RECREATIONAL SAFETY</b>		
<input type="radio"/>			<input type="radio"/>	Special Waterfront Activities - Lifeguards Used, Supervision, Safety Plan, Boats Registered	44
<input type="radio"/>			<input type="radio"/>	Rifery - Qualified Instructor, Camper Age, Supervision, Range-Location, Firing and Ready Lines, Backstop, Signs, Flags, Rifles/Equipment Maintenance and Storage	45
<input type="radio"/>			<input type="radio"/>	Archery - Range Location, Marked Clearances, Firing and Ready Lines, Equipment Storage, Camper Supervision and Staff Training	46
<input type="radio"/>			<input type="radio"/>	Horseback Riding - Headgear, Stomps/Shoes, Supervision, Gait Assessment, Animal-Donor Free, Compliance with DEC, AAM Lines	47
<input type="radio"/>			<input type="radio"/>	Equipment - Personal Weapons Restricted, Equipment Hazard Free, Activities Handicapped Accessible	48
<input type="radio"/>			<input type="radio"/>	On-site Activities - Activity Leader, First Aid, CPR, Counselor Ratios, Passive Activities	49
<input type="radio"/>			<input type="radio"/>	Camp Trips - Trip Leader, First Aid, CPR, Counselor Ratios, Safety Plan Review	50
<input type="radio"/>			<input type="radio"/>	Incidental Water Immersion - Safety Plan, Water Depth Restriction, Trip/Activity Leader Familiar with Water Flow Characteristics	51
<b>CONSTRUCTION, ELECTRICAL &amp; FIRE SAFETY</b>			<b>FOOD</b>		
<input type="radio"/>	Construction - State and Local Laws Compliance Statement, Permit-Accusing Official Notification	52	For inspection of On-site Food Services, Complete DOH-192. DOH-192 Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="radio"/>	Food Quantity/Quality Sufficient
<input type="radio"/>	Building Standards, Electrical Safety, Tents Flame Retardant	53	<input type="radio"/>	Surface Drainage, Pesticides and Toxic Chemicals Use and Storage, Exterior Paths Appropriately Surfaced and Maintained	61
<input type="radio"/>	Fire/Smoke Alarm System - Equipment Installed and Maintained, Fire Drills and Log	54	<input type="radio"/>	Insect, Rodent, Squirrel and Weed Control	62
<input type="radio"/>	Exits, Unobstructed, Protected, Number, Dead Ends, Assembly Areas, Free Egress	55	<input type="radio"/>	Refuse-Storage, Handling and Disposal, Maintained	63
<input type="radio"/>	Exit Direction Signs, Emergency Lighting	56	<input type="radio"/>	Transportation, Truck/Trailer Bed Occupancy Prohibited, Driver, Inspector, Seat Belts Used, Capacity Not Exceeded, Toxic Supervision	64
<input type="radio"/>	Heating Cores - Installed, Maintained	57	<b>GENERAL</b>		
<input type="radio"/>	Flammable Liquids: Labeled, Stored	58	<input type="radio"/>		
<input type="radio"/>	Fire Fighting Equipment - Acceptable, Protected, Inspected, Placement, Maintained	59	<b>GENERAL</b>		



# EXAMPLES OF BLUE ITEM VIOLATIONS

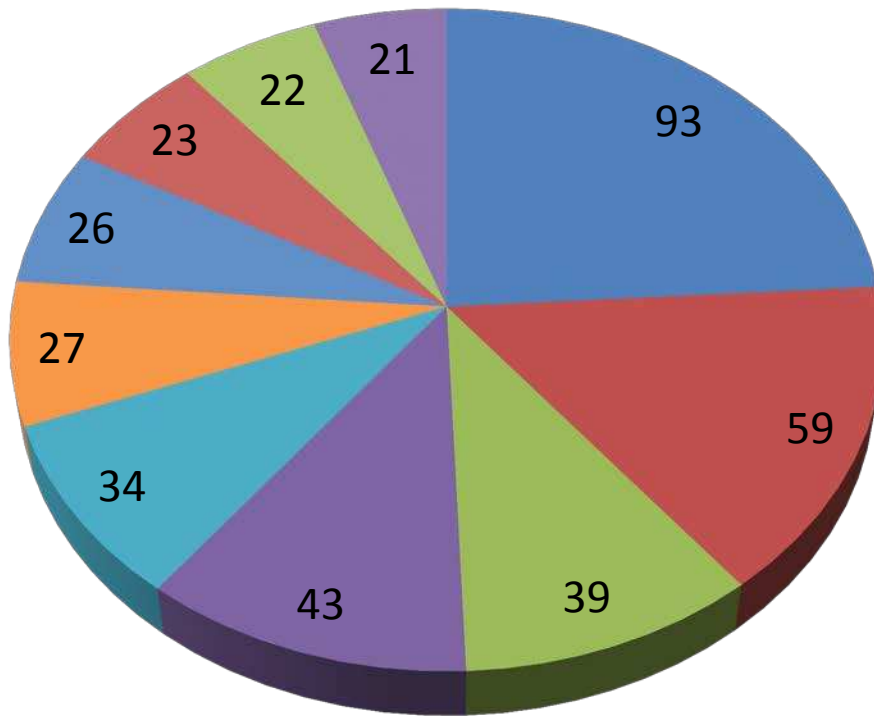
- Example of a blue item violation:
  - A camp is swimming at the waterfront. One camper, of the buddy pair, decides to exit the water, he/she is cold and no longer wants to swim. The other buddy remains in the water. All other campers are still properly paired in the water and being adequately supervised. The inspector arrives and observes this situation and a blue item violation is cited.

## EXAMPLES OF BLUE ITEM VIOLATIONS

- Example of the previous blue item violation escalating into a public health hazard:
  - A camp is swimming at the waterfront. One camper of the buddy pair decides to exit the water, he/she is cold and no longer wants to swim. The other buddy remains in the water. Many other campers follow suit, leaving their buddy in the water. Campers are not repaired and the buddy sheet no longer accurately accounts for the campers/buddies in the water. Some staff exit the water since a lot of campers from their group are no longer swimming. This causes inadequate staff to camper ratios in the water. Then the inspector arrives and observes this situation and a red item (public health hazard) is cited.
- By the staff not knowing/fully understanding their role at the waterfront and what is expected of them could result in a public health hazard.

# Top Ten Violations of 2017

## Number of Citations



- Item 32: Camper Medical History, Medical Log
- Item 17: Personnel Records, Criminal Justice Check
- Item 39: Buddy System/Checks
- Item 15: Qualified Personnel/Staff Training
- Item 19: Safety Plan
- Item 42: Trip Swimming
- Item 56: Exit Direction Signs, Emergency Lighting
- Item 61: Surface Drainage, Paths Maintained
- Item 55: Exits Unobstructed
- Item 48: Equipment Hazard Free

# History of Top Cited Violations

- Top ten violations, year to year comparison, shows a trend;
  - Order of the violation type differs slightly but same type of violations comprise the top ten.
  - Violations for camper medical history/medical log has ranked 1<sup>st</sup> and for personnel records/checks has ranked 2<sup>nd</sup> the past three years.
  - Violations pertaining to swimming have consistently ranked 3<sup>rd</sup> or 4<sup>th</sup>.
- What can be done to break this trend?

# Breaking the Cycle

- The following slides will review information on what is expected to be provided or observed by the inspector during a routine inspection.

# Administration/Supervision

- This category encompasses staff/administrative record keeping, supervision and the safety plan.

ADMINISTRATION/SUPERVISION		
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-In-Training; Staff Training-Provided, Documented, Individual Disabled Camper Needs	15
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier; Criminal Justice Service Check	17
<input type="radio"/>	Valid Permit; Application; Enrollment Statement/Brochure	18
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19

# Administration/Supervision

- Commonly cited violations under blue violation #15 is improper documentation of staff or camper orientation training.
  - This can include not listing orientation topics covered, not providing documentation of orientation training or not providing documentation of the orientation training for staff/campers who were absent during the main orientation training.

ADMINISTRATION/SUPERVISION		
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-In-Training; Staff Training-Provided, Documented, Individual Disabled Camper Needs	15
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier; Criminal Justice Service Check	17
<input type="radio"/>	Valid Permit; Application; Enrollment Statement/Brochure	18
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19

# Administration/Supervision

- How can improvements be made?
  - This is a list of orientation topics which are required to be reviewed with all staff (if applicable).
    - For your convenience, this chart can be found on our website located in the camp safety plan template.
  - Create your own form to include all topics.
  - A separate list of topics needed for review with campers can be found in the safety plan template.
  - Documentation of training can be appropriate for the age of the group.

Subject	Estimated time (hours/minutes)
<input type="checkbox"/> An outline of the training curriculum	
<input type="checkbox"/> Tour of camp property	
<input type="checkbox"/> Description of camp hazards and policies for eliminating or minimizing them	
<input type="checkbox"/> Chain of command	
<input type="checkbox"/> Procedures for camper supervision and discipline	
<input type="checkbox"/> Child abuse recognition and reporting	
<input type="checkbox"/> Provisions for first aid and emergency medical assistance	
<input type="checkbox"/> Reporting of camper injury and illness	
<input type="checkbox"/> Buddy system and lost swimmer plan (if camp has an aquatics program)	
<input type="checkbox"/> Lost camper plan	
<input type="checkbox"/> Lightning plan	
<input type="checkbox"/> Fire safety and fire drills	
<input type="checkbox"/> Camp evacuation procedures	
<input type="checkbox"/> Activity-specific training for assigned activities	
<input type="checkbox"/> Camp trips (if provided)	
<input type="checkbox"/> Other (specify)	
<input type="checkbox"/> Other (specify)	
<input type="checkbox"/> Other (specify)	

# Administration/Supervision

- Orientation for staff and campers is of the utmost importance.
- Develop a method/form to document attendance for ALL staff and campers, including those absent during the original orientation.
- Make sure your orientation topics and attendance sheet are together.  
Be organized!
- Documentation of Orientation is your proof of code compliance.

# Administration/Supervision

- Blue violation #16 covers adequate visual/verbal supervision and accounting of campers.
- Do you have eyes or ears on your campers at all times?
  - Regardless of their age, campers ALWAYS needs to have visual/verbal supervision
    - At a day camp, a camper is anyone 15 years of age or younger and at an overnight camp, a camper is anyone 16 years of age or younger.

ADMINISTRATION/SUPERVISION		
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-In-Training; Staff Training-Provided, Documented, Individual Disabled Camper Needs	15
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier; Criminal Justice Service Check	17
<input type="radio"/>	Valid Permit; Application; Enrollment Statement/Brochure	18
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19

# Administration/Supervision

- Remind both staff and campers that a camper(s) should never be found alone.
  - They should not be allowed to walk to the bathroom or water fountain without proper supervision (regardless of their age).
- Reminder: CITs (Counselor in Training) can never independently supervise campers, as they are still considered campers themselves.

# Administration/Supervision

- What is commonly cited under blue violation #17?
  - Staff reference checks
  - Staff sex offender registry check

ADMINISTRATION/SUPERVISION		
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-In-Training; Staff Training-Provided, Documented, Individual Disabled Camper Needs	15
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier; Criminal Justice Service Check	17
<input type="radio"/>	Valid Permit; Application; Enrollment Statement/Brochure	18
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19

# Administration/Supervision

- TWO staff references need to be obtained and verified.
- Whether your staff provides a name and contact number, written reference letter, email reference letter or a digital program, you **MUST CONTACT** the reference and verify it.
  - Don't forget to document this contact and include your name and the year.
  - For returning staff, the prior year's evaluation can substitute for ONE reference.
  - No references from family members.

# Administration/Supervision

- Sex offender registry checks need to be done **BEFORE** the start of camp operation. Do not wait to the last minute!
  - If some staff are hired late, you can submit these staff names and DOB/SSN separately.
  - Make sure the list of staff submitted and the results are kept together.

# Administration/Supervision

- What is commonly cited under blue violation #19:
  - Ensuring the approved safety plan is current and updated, as needed.
  - New safety plans or changes to existing plans are not filed with the Health Department and approved for use.
  - Approved safety plan not on file at camp.
  - Safety plans are not always implemented in the manner they were approved.

ADMINISTRATION/SUPERVISION		
<input type="radio"/>	Personnel - Qualified Director, Counselors and Counselors-In-Training; Staff Training-Provided, Documented, Individual Disabled Camper Needs	15
<input type="radio"/>	Adequate Supervision - Visual and/or Verbal Communication Capability, Accountability System	16
<input type="radio"/>	Personnel Records, Resumes on File; Communicable Disease Carrier; Criminal Justice Service Check	17
<input type="radio"/>	Valid Permit; Application; Enrollment Statement/Brochure	18
<input type="radio"/>	Safety Plan - Complete, On File, Updated, Implemented	19

# Administration/Supervision

- Make sure your safety plan is reviewed annually.
  - Review to ensure your plan accurately reflects your camp's daily operation.
  - Submit any updates for approval before implementation.
- Ensure all staff have reviewed and understand their role's and ensure it is being implemented at all times.
- Ensure staff know where the safety plan is located.

# Medical

- This category encompasses qualified health director, camper immunization and emergency contact numbers, adequate medical supplies and proper documentation of injuries/illness and medication administration.

MEDICAL		
<input type="radio"/>	Health Personnel - Qualified Health Director, First Aid and CPR Certified Staff; Ratios Met	31
<input type="radio"/>	Camper Medical History Provided; Medical Log Maintained; Injuries/Illness Reported; Emergency Contact Information; Modified Diets; Restrictions	32
<input type="radio"/>	Infirmary/Holding Area Provided; Medical Supplies	33

# Medical

- What is commonly cited under blue violation #31?
  - Inadequate or expired CPR and First Aid certifications.
  - Not meeting the required ratio for certified staff to campers.

MEDICAL		
<input type="radio"/>	Health Personnel - Qualified Health Director, First Aid and CPR Certified Staff; Ratios Met	31
<input type="radio"/>	Camper Medical History Provided; Medical Log Maintained; Injuries/Illness Reported; Emergency Contact Information; Modified Diets; Restrictions	32
<input type="radio"/>	Infirmery/Holding Area Provided; Medical Supplies	33

# Medical

- CHECK OUR FACT SHEETS FOR ACCEPTABLE CPR AND FIRST AID COURSES
  - If is not written EXACTLY as it appears on our fact sheet, we DO NOT accept that provider/course.
- Updated fact sheets can always be found on our website.
- CPR is only valid for **1 YEAR** from the issue.
  - **Check over all your staff certifications to ensure they are current and acceptable.**
  - Do not wait until camp starts. Make sure you have the correct certifications well in advance.
  - When in doubt, call us.

# Medical

- Make sure that if half of your camp goes on a trip, your CPR and First Aid ratios are still being met for both on-site campers and for the campers going on the trip.
- It is never recommended to only have the minimum certified CPR and first aid staff required .
  - Emergencies happen, be prepared.

# Medical

- Minimum requirement: For the first 200 campers, 2 CPR and 1 First Aid certified staff needed. For each additional 200 campers, or fraction thereof, an additional CPR and First Aid certified staff member is required.
- Ensure the individual administering first aid or CPR actually has a certification to do so.
- For camp trips, staff must be sure to bring all necessary items including camper and staff emergency contact numbers, camper medical papers, first aid supplies, etc.

# Medical

- What is commonly cited under blue violation #32?
  - Camper immunization records/emergency contact number not provided.
  - Medications on-site without a doctor's note.
  - Improper documentation of medications administered.
  - Reportable injuries/illnesses not reported within 24 hours.

MEDICAL		
<input type="radio"/>	Health Personnel - Qualified Health Director, First Aid and CPR Certified Staff; Ratios Met	31
<input type="radio"/>	Camper Medical History Provided; Medical Log Maintained; Injuries/Illness Reported; Emergency Contact Information; Modified Diets; Restrictions	32
<input type="radio"/>	Infirmary/Holding Area Provided; Medical Supplies	33

# Medical

- Ensure all camper forms are reviewed for completeness.
  - Make sure all the camper's required paperwork is present BEFORE they start camp.
- When receiving emergency medications/daily medications for campers, they **MUST** be accompanied by a doctor's note which will list the medication, dosage, when to administer, etc.
- Make sure all medications are received in their original container and are not expired.
- A qualified staff member should review all camper medications and accompanying paperwork provided.

# Medical

- When recording any incident, certain information must be included in your entry:
  - Date, time, camper name, description of illness/injury, how injury occurred, what medical attention was given and by whom. Include any follow-up information, when necessary.
- When recording administration or self-administration of medications the following information must be included in your entry:
  - Date, time, camper name, medication name, route, dosage, number of tablets, additional information as needed.

# Swimming

- This category encompasses on-site swimming, trip swimming, wilderness swimming and the buddy system/buddy checks.

SWIMMING		
For Inspection of Onsite Bathing Facilities, Complete DOH-1321 for Pools and DOH-1322 for Beaches. Additional form(s) Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>		
<input type="radio"/>	Aquatic Director, Lifeguards, Progressive Swimming Instructor, Counselor-Qualified, Ratio, Duties	37
<input type="radio"/>	Approved Locations; Controlled Access; Lighting	38
<input type="radio"/>	Buddy System/Checks; Board/Other System; Swim Ability Assessment; Triples; Lost Swimmer Plan	39
<input type="radio"/>	Non-Swimmers Identified and Restricted to Less Than Chest Deep Water; Areas Designated	40
<input type="radio"/>	Camps for Developmentally Disabled Campers-Parental Permission; Staff Ratios; Emergency Procedures/Drills	41
<input type="radio"/>	Trip Swimming - Safety Plan; Acceptable Location; Parental Permission; Lifeguard Ratio/Area; Buddy/Board System; Triples; Non-Swimmer Identification/Restriction	42
<input type="radio"/>	Wilderness Swimming - Safety Plan; Parental Permission; Supervision; Environmental Conditions; Buddy/Board System, Triples, Non-Swimmer Requirements, Equipment, Rules	43

# Swimming

Commonly cited blue violations under #s 39, 40 and 42 include:

- not implementing a buddy system
- not conducting buddy checks every 15 minutes
- buddy pairs not together in the water
- trip swimming permission slip not completed
- inadequate lifeguard to bather and counselor to camper ratios, etc.

SWIMMING		
For Inspection of Onsite Bathing Facilities, Complete DOH-1321 for Pools and DOH-1322 for Beaches. Additional form(s) Completed? Yes <input type="checkbox"/> No <input type="checkbox"/>		
<input type="radio"/>	Aquatic Director, Lifeguards, Progressive Swimming Instructor, Counselor-Qualified, Ratio, Duties	37
<input type="radio"/>	Approved Locations: Controlled Access; Lighting	38
<input type="radio"/>	Buddy System/Checks; Board/Other System; Swim Ability Assessment; Triples; Lost Swimmer Plan	39
<input type="radio"/>	Non-Swimmers Identified and Restricted to Less Than Chest Deep Water: Areas Designated	40
<input type="radio"/>	Camps for Developmentally Disabled Campers-Parental Permission; Staff Ratios; Emergency Procedures/Drills	41
<input type="radio"/>	Trip Swimming - Safety Plan; Acceptable Location; Parental Permission; Lifeguard Ratio/Area; Buddy/Board System; Triples; Non-Swimmer Identification/Restriction	42
<input type="radio"/>	Wilderness Swimming - Safety Plan; Parental Permission; Supervision; Environmental Conditions; Buddy/Board System; Triples, Non-Swimmer Requirements, Equipment, Rules	43

# Swimming

- Most camp swimming activities are considered trip swimming.
- If your camp permit lists a pool or beach operation, when using those facilities, you can abide by on-site swimming requirements.
- Ensure when trip swimming occurs, each camper must have a signed statement of permission from a parent/guardian prior to participating.
  - This record of permission must be available during inspection.

# Swimming/Buddy System

- All camps must have a buddy system in place.
  - This is detailed in the camp's safety plan.
  - All staff **MUST** be familiar and fully understand what the camp's buddy system is and the importance of it being in place.
- Unless all campers are going to be considered non-swimmers, a swim test must be administered on all campers by a WSI.
- Once swim tested, campers should be paired with another camper of the same swim ability.
- The approved safety plan method to visually identify camper's swim ability and method of accounting for buddy pairs and entrance/exit from pool/beach must be followed.

# Swimming/Buddy System

- The buddy system is an accounting system which identifies:
  - each bather by name.
  - the bather's swimming ability .
  - the swim area the bather is assigned .
- The buddy system should be clearly explained to all campers.
  - The camper's buddy is the first layer of protection.
  - Camper orientation should stress the importance of this role.

# Swimming

- Camp staff should be familiar with how to deal with:
  - Campers not wanting to swim.
  - Restroom breaks.
  - Triples.
  - Buddies of different swim abilities.

# Swimming

- Camp staff must all have buddy pairs and swim ability in place and documented prior to anyone entering the water.
- Camp staff must be aware of the camp's method to adjust and account for campers:
  - Who do not want to swim at all.
  - Who stop swimming prior to the end of the swim session.
  - Who have to briefly exit the water for bathroom use, first aid, etc.
- Any changes made to the buddy pair MUST be reflected on the camp's buddy sheet, buddy board, etc.
- Camp operators may want to review their method of accounting and discuss with staff to ensure adjustments can be easily made and documented clearly.

# Swimming

- Camp staff is the second layer of protection and they have an equally important role at the waterfront.
  - Staff must actively supervise campers.
  - If camp staff observe a camper swimming alone/not paying attention to their buddy, staff must address the camper and reinforce the buddy system to the buddy pair.
- Staff should be spread out to provide adequate supervision as needed based on the camps use of the aquatic facility.
  - Staff should not be positioned in one location.
  - Staff should be actively supervising and not socializing!

# Swimming

- Staff orientation should address items including:
  - Adequate supervision ratios at waterfront.
    - Staff need to meet ratio requirements, which should be pre-determined prior to bathers entering the water.
    - Swim ability zones should be determined.
    - Non-swimmers should generally be restricted to water less than chest deep.
      - Keep in mind, in the non-swimmer section the water level may vary greatly enough that some of your campers may require a 1:3 ratio.

# Recreation Safety

- This category encompasses restriction of personal weapons or similar equipment without the camp operator’s knowledge or permission, equipment being free from hazards, being securely anchored , adequately installed and frequently inspected.
- Commonly cited blue violations under item #48 are basketball poles lacking padding, playground equipment having sharp areas or lack of a soft base, etc.

RECREATIONAL SAFETY		
<input type="radio"/>	Special Waterfront Activities - Lifejackets Used; Supervision; Safety Plan; Boats Registered	44
<input type="radio"/>	Riflery - Qualified Instructor; Camper Age; Supervision: Range-Location, Firing and Ready Lines, Backstop, Signs, Flags; Rifles/Equipment Maintenance and Storage	45
<input type="radio"/>	Archery - Range Location, Marked Clearances, Firing and Ready Lines: Equipment Storage; Camper Supervision and Staff Training	46
<input type="radio"/>	Horseback Riding - Headgear, Stirrups/Shoes; Supervision, Skill Assessment; Animals-Disease Free, Compliance with DEC, A&M Laws	47
<input type="radio"/>	Equipment - Personal Weapons Restricted; Equipment Hazard Free; Activities Handicapped Accessible	48
<input type="radio"/>	On-site Activities - Activity Leader, First Aid, CPR; Counselor Ratios, Passive Activities	49
<input type="radio"/>	Camp Trips - Trip Leader, First Aid, CPR; Counselor Ratios, Safety Plan Review	50
<input type="radio"/>	Incidental Water Immersion - Safety plan, Water Depth Restriction, Trip/Activity Leader Familiar with Water Flow Characteristics	51

# Recreation Safety

- During the pre-operational inspection, all equipment should be inspected.
- If hazards or defects are found, it should be rectified or use of the equipment suspended.
- Frequent equipment checks should be made throughout the season.
  - Staff should know who to inform of any issues with equipment.



# Fire Safety

- During the pre-operational inspection, lighted emergency exit signs and fire extinguishers have up-to-date inspection.
- During the camp season, check fire exit doors/route to ensure they are unobstructed.

# Fire Safety

- Fire drills must be conducted during the first 48 hours of EACH session.
  - Document the date, start and end time and those in attendance.
  - As with orientation training, be sure to have a method to document that fire drill procedures were reviewed with those campers who were absent (Camper Orientation requirement).

# Email Updates

- Be sure to inform us of any changes to the email address we have on record to notify your camp of any important camp related items (i.e. camp workshop).
- Changes or additional email addresses to be added can be sent to:
  - DOHCamp@westchestergov.com
  - JXG7@westchestergov.com



# For More Information



Visit us at: [www.westchestergov.com/health](http://www.westchestergov.com/health)



Like us at: [facebook.com/wchealthdept](https://facebook.com/wchealthdept)



Follow us at: [twitter.com/wchealthdept](https://twitter.com/wchealthdept)